

**TOWN/VILLAGE OF NORTHFIELD**  
**JOINT BOARD MEETING**  
**BOARD OF TOWN SELECTMEN**  
**BOARD OF VILLAGE TRUSTEES**  
**Minutes of December 9, 2013**

- I. **ROLL CALL.** Select Board Chair John Quinn III, Selectmen Chris Bradley, Brad Denny, Matthew Gadbois and Kenneth W. Goslant. Trustee Chair Dennis Donahue, Trustees Kevin T. Beal, K. David Maxwell, and James R. Wilson (absent). Also present were Town Manager Robert Lewis and Acting Village Manager Stephen Fitzhugh. Public Participation from GMTA represented by Tawnya Kristen, Meredith Burkitt, and David Armstrong. Charlie Goodwin representing the interests of Lise Ewald was also present.
- II. **PLEDGE OF ALLEGIANCE.** Attendees were asked to rise and recite the Pledge of Allegiance.
- III. **SET/ADJUST AGENDA.** With Ms Laura Hill-Eubanks not present, representatives from GMTA will present to the board first. No other adjustments made to the agenda.
- IV. **PUBLIC PARTICIPATION.**
  - a. **GMTA.** Tawnya Kristen from GMTA presented an update on the Northfield Commuter service which started on July 1. GMTA reports that the service is going well. With four months of reporting data available, the service averages 20 passengers per day, with approximately 5 passengers per run. This is comparatively well considering the US-2 Route in its first year had 27 passengers per day. Ms Kristen indicated that there is interest in a Saturday service for shopping and other retail needs, but it is not yet a priority. Selectman Gadbois indicated concern about the pickup and dropoff times, which might not be as convenient for Northfield residents. Selectman Bradley asked when the routes could be changed. GMTA planner David Armstrong responded that after one-year it would be possible to review the service times. Select Board Chair Quinn reiterated that it is the interest of the Select Board to ensure that the GMTA Northfield Commuter is set up with service times which accommodate Northfield residents—the taxpayers funding the shuttle. More information on the shuttle service may be found online at [GMTAride.org](http://GMTAride.org).
- V. **DEPARTMENT HEAD REPORTS.**
  - a. **Pete Demasi – Highway.** Highway Superintendant Pete Demasi reported on the status of the RSMS program in response to a question from Selectman Bradley. Superintendant Demasi stated that for this year, all work was completed that was planned for. In addition, this winter season has called for 100 yards of sand per storm.
- VI. **JOINT DISCUSSION**
  - a. **Zoning Amendment.** As Chairman of the Planning Commission, Stephen Fitzhugh discussed the need for a change to zoning, from Recreational Use to Residential, for a plot of land on Norwich University property at the base of the ski hill. The planning commission met with Norwich University and Green Mountain Family Practice, which intends to construct a new, updated facility. This change to zoning was indicated previously in the municipal plan for Northfield, and now, due to this development opportunity, the planning commission wishes to accommodate this request and rezone this area earlier than the other parcels which are also scheduled to be updated. Motion by Selectman Denny, Seconded by Selectman Bradley to hold the first public hearing on January 15 and the second public hearing on January 28 to on the Zoning Regulation Amendment. Mr. Charlie Goodwin distributed a letter on behalf of abutting property owner Lise Ewald. The motion carried without objection—5-0-0.
  - b. **Sale of Old Police Station.** Acting Manager Fitzhugh has secured legal assistance to put out a bid proposal for the sale of the old police station.

- c. **Budget Meeting Schedule.** As part of the merger process, both the Board of Town Selectmen and Board of Village Trustees will meet jointly to discuss the budget for Fiscal Year 2014-2015. The meetings will be held in the Brown Public Library Community Room, televised by Trans-Video if possible. First meeting dates agreed upon were December 12, 17, 19, and 30, 2013.
- d. **Approval of Regular Meeting Schedule.** Motion by Trustee Chair Donahue, seconded by Selectman Bradley to approve the proposed 2014 meeting schedule, and adopt the second meeting of each month as a joint meeting. Approved without objection – 8-0-0.
- e. **LED Streetlights.** Acting Manager Fitzhugh discussed the stranded investment plan for the purchase of LED streetlights.
- f. **Merger Committee Report.** Selectman Denny updated the joint boards on the progress of the merger committee, which met recently with Town/Village Clerk Kim Pedley to discuss the implementation and process of elections for utility commissioners.

**VII. BOARD OF TOWN SELECTMEN.**

- a. **Approval of Bills.** Motion by Selectman Bradley, Second by Selectman Goslant to approve Warrant #12-14. Selectman Goslant inquired about the cost of balancing tires. Warrant approved without objection—5-0-0.
- b. **Approval of Minutes.** Motion by Selectman Bradley, Second by Selectman Gadbois, to approve the minutes of November 25, 2013 (Regular Meeting). Minutes approved without objection—5-0-0.
- c. **Approval of Bi-weekly Payroll.** Motion by Selectman Bradley, seconded by Selectman Denny, to approve the Bi-weekly payroll through November 24, 2013 in the amount of \$57,542.66. Approved without objection—5-0-0.
- d. **Capital Expense Note.** Motion by Selectman Denny, second by Selectman Bradley, to approve the borrowing for a 2013 Ford F550 One Ton Truck in the amount of \$71,333 at 1.555% interest. Approved without objection—5-0-0
- e. **Committee Status Reports.** None

**VIII. BOARD OF VILLAGE TRUSTEES**

- a. **Approval of Minutes.** No quorum of trustees who were present at the meeting of November 20, 2013 to approve the minutes.
- b. **Approval of Minutes.** No quorum of trustees who were present at the meeting of November 26, 2013 to approve the minutes.
- c. **Approval of Bills.** Motion by Trustee Maxwell, second by Trustee Beal, to approve Warrant #12-14. Approved without objection—3-0-0
- d. **Committee Status Reports.** None

**IX. MANAGERS' REPORTS** Acting Village Manager Fitzhugh reported that he will not pursue the revolving loan fund opportunity. Town Manager Lewis has nothing additional to add.

**X. PUBLIC PARTICIPATION.** None.

**XI. ADJOURNMENT.** Motion by Selectman Bradley, second by Trustee Beal to adjourn. Board adjourned without objection—8-0-0

The joint meeting adjourned at 9:10pm.

Respectfully submitted,

*Kevin T. Beal*

Kevin T. Beal, Acting Clerk